

25X1

 Copy 5 of 5

3 January 1956

MEMORANDUM FOR: Finance Division, Accounts Branch

THROUGH : Monetary Branch

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 SUBJECT : - Claim for Shipment and Storage of Household Effects During Period 16 August - 10 November 1955

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1. It is requested that subject employee's hh account be credited in the amount of \$239.30 to liquidate the balance of his advance account and that a check for \$hh.28 be drawn in favor of Please send the check to Room 2010, Quarters Ego, for delivery to payee.

2. For your protection in taking this action, I certify that there is in the custody of the Project Comptroller a sufficient voucher which is consistent with Agency regulations, approved by an appropriate approving authority and certified by an authorized certifying officer in the amount of \$283.58. This expense is properly chargeable as follows:

<u>TRAVEL ORDER NO.</u>	<u>ALLOTMENT SYMBOL</u>	<u>OBJECT CLASS</u>	<u>AMOUNT</u>
PCS-DCI-Proj 117-56	6-1004-30-010	03.3	\$ 283.58

3. The Security Office requests that this voucher not be released through normal administrative channels.

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 Authorized Certifying Officer
Project Comptroller
Distribution:

- ① - Addressee
- 3 - Voucher file
- 4 - Proj Pers file
- 5 - Chrono

JHSJr/e

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